

# LACEY HISTORICAL COMMISSION MEETING MINUTES

November 15, 2017 6:00 p.m.  
Lacey City Hall, Executive Board Room

## **PRESENT**

Commission: Kimberly Goetz, Madeline Goodwin, Seth Huff, Kristina Trebil, and Alan Tyler.

Excused: Erich Ebel and Thomas Sui.

Staff: Jennifer Burbidge, Parks and Recreation Director and Erin Quinn Valcho, Museum Curator.

Public: Bob Krier, Lacey Historical Society; Shirley Binkley, Volunteer; Jim Merritt, Merritt Architecture; Jeff Ryan, Helix Architecture; and Paul Arnold and Andrea LaTier, members of the public.

The meeting was called to order at 6:01 p.m. by Vice-Chair Kimberly Goetz.

## **AGENDA**

A motion was made, seconded and approved to adopt the agenda as written.

## **MINUTES**

The October 18, 2017 minutes were approved as written and placed on record.

## **ANNOUNCEMENTS**

No announcements

## **CORRESPONDENCE**

Ms. Quinn Valcho reported that Commissioner Ebel requested a sympathy card be sent to former Commissioner Nathan Hunt, whose mother passed away. Commissioners were offered the opportunity to sign the card.

## **CALENDAR OF EVENTS**

No changes to the calendar.

## **OLD BUSINESS**

- a. New Museum Site Plan Update: Jim Merritt and Jeff Ryan presented the following:
  - Updated Site Plan
  - Interior space, concept design
  - Exterior façade, interim concept

Ms. Burbidge interjected information about Lebanon Street. She reported that key staff met to discuss whether or not the road would go through. Public Works, Community & Economic Development, and Intercity Transit met with the project planning team. It was determined that Lebanon Street would extend through the New Museum Site, but whether it will be a full road or a “street on a diet” (spur line) will be

determined during the Depot District subarea plan development process. The Depot District plan process has kicked off, and is estimated to be completed in July.

Advantages of including the Lebanon Street extension in the New Museum Site Plan are:

- Included in Transportation Master Plan
- Positively affects circulation
- Does not affect number of parking stalls
- Allows for safety provisions such as pedestrian crossing and lower speeds
- Funding can be used for grant matching

The possibility of having a bus stop on museum property was discussed. Intercity Transit will talk to their safety committee, then they will do the following:

- Conduct a time study for traffic patterns
- Look at cross walk configurations
- ADA compliance
- Look at turn radius for their buses
- Not opposed to having a stop at the museum

The site plan is ready to go to Intercity Transit and Public Works for them to analyze their needs.

Ms. Burbidge wanted everyone to keep in mind that this is a Museum and Civic Center. The commitment from Council was 1/3-2/3 with 5000 sf for the Civic portion and 10,000 sf for the Museum. Some spaces will meet both needs. We need to keep this in mind as we move forward with planning.

Ms. Burbidge reminded Commissioners of decisions they had made previously regarding the exterior of the building:

- Needs to speak to modern audience
- Looks fun, interesting and engaging
- A touch of Historic feel ties to the Depot
- Use of local materials; cedar and/or local stone
- Set tone for Depot District

Ideas for the exterior of the museum were: to put a nice coat of paint on it, then purchase banners with historic pictures and hang them on the outside. Signage should be included to indicate the building is the site of the New Lacey Museum & Civic Center.

Ms. Burbidge proposed that the Historical Commission have another work session with City Council in February.

- b. Train Depot Trail Amenity Update. Jeff is working on the drawings. Depot District. Ms. Burbidge updated the Commission about a plan to launch a revitalization project of the area between the roundabouts, often referred to as "The Wedge." In February there will be three day storefront studio events at the new Museum site. Workshops will be conducted. Ms. Burbidge would like to have the plans for the Museum and Depot on display. More information will come

once dates are confirmed.

- c. OPMA Training Certificates. All certificates have been turned in.

## **NEW BUSINESS**

- a. Update on Commissioner Search. Ms. Burbidge has reached out to Jeff Crane, Dean of Arts and Sciences at St. Martins University. She thinks he would be a great addition to the Commission. She has not heard back from him. If anyone knows of someone who may be interested in serving on the Historical Commission please ask them to apply.
- b. Recent Acquisitions. Ms. Quinn Valcho presented two new acquisitions.
  - Large sized aerial photo map of the Lakes area of Lacey from 1966
  - Book, Olympia

**Motion carried: To approve the recent acquisitions as written.**

- c. Ordinance Change Adoption. Ms. Burbidge reported that she took this ordinance change to General Government and full Council approved it. Ms. Quinn Valcho summarized what this ordinance does is changes the way information is kept.
- d. Election of Officers. Ms. Goetz asked for nominations from the floor for Chair. Ms. Trebil nominated Erich Ebel. No other nominations were received.

**Motion carried: Elect Erich Ebel as Chair of Lacey Historical Commission**

Ms. Trebil nominated Kimberly Goetz for Vice Chair. No other nominations were received.

**Motion carried: Elect Kimberly Goetz as Vice Chair of Lacey Historical Commission.**

Hearing no other nominations, the motion was seconded and unanimously approved.

- e. Longs Pond Signage Update: Jen Burbidge reminded the Commission of the request they received that the city recognize the historic name "Fleetwood's Lake" on a posted sign at Longs Pond. Ms. Quinn Valcho did some research and found that this action had already been reviewed by the Park Board on August 5, 2013. The Park Board decided that the City would recognize the historical names Goose Lake and Fleetwood's Lake. Ms. Burbidge noted that at this point there is no need to recognize Goose Lake because the current request is to recognize Fleetwood's Lake. The Park Board needs to tie this up at the December 6<sup>th</sup> meeting and then it will be reviewed by the Historical Commission.

## **Ad Hoc COMMITTEE REPORTS**

- a. Policy/StEPs. Ms. Trebil reported the next meeting is Wednesday, November 22, 2017. Commissioner Seth Huff has joined the Committee.

## **PUBLIC COMMENT**

- a. Lacey Historical Society. No report.
- b. Other Members of the Public.  
Mr. Arnold and Ms. LaTier asked what will happen to the current museum and the adjacent properties. They are concerned about the view from their front windows. Ms. Quinn Valcho reported that at this time no decision has yet been about the current museum building's future. She also clarified that the adjacent properties are owned by the Lacey Women's Club and the Lacey Historical Society and should not be affected by the museum move. Ms. Quinn Valcho gave them her business card and suggested they contact her if they would like more information. Mr. Arnold asked how they could be more involved. Ms. Quinn Valcho stated that we have an opening on the Historical Commission.

## **STAFF / MUSEUM REPORT**

- a. Museum/Curator. Ms. Quinn Valcho highlighted a few items from the written report:
  - 24 walk-in visitors for October.
  - Erich Ebel gave a tour to a group of cub scouts.
  - Completed one installment each for two large records request.
  - Working on the program for Virgil Clarkson's retirement.
  - Did not get the funding for a part-time employee.
- b. Commissioners. No report.
- c. Chair. Ms. Goetz reported that she feels it is not a good use of money to be paying a professional level employee, Ms. Quinn Valcho, to do administrative level work. Ms. Quinn Valcho will only be getting busier with the scope of work with the Depot Project and the New Museum project. Discussion followed regarding this report. Mr. Tyler stated that we should look at the Commission's charter to clarify if the commission has oversight of budget matters. Ms. Burbidge responded that she and Ms. Quinn Valcho are working together to come up with solutions to workload issues.
- d. Parks & Recreation Director. No Report

## **ADJOURN**

Meeting adjourned at 7:42 p.m.

## **NEXT MEETING**

Wednesday, December 20, 2017, 6:00 p.m. at Lacey City Hall, Executive Board Room.